

# Cabinet work programme

23 February 2016



Listening Learning Leading

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>February 2016 decisions</b>							
<b>Standing item: Property decisions</b> Purpose: to approve any property sales or purchases or take any property management decisions. This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Cabinet member for property, economic development and technical services <b>February 2016</b>  Head of Economy, Leisure and Property <b>February 2016</b>	Robert Simister	28 Jul 2014		Chris Tyson <a href="mailto:chris.tyson@southandvale.gov.uk">chris.tyson@southandvale.gov.uk</a>	Cabinet member decision form
<b>Flood alleviation in Moulsoford</b> Purpose: to approve a scheme to alleviate flooding	Yes	Cabinet member for property, economic development and technical services <b>February 2016</b>	Robert Simister	18 Jun 2015		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form
<b>Section 157 restrictions policy</b> Purpose - to review the policy	Yes	Cabinet member for property, economic development and technical services <b>February 2016</b>	Robert Simister	16 Sep 2015		Chris Tyson <a href="mailto:chris.tyson@southandvale.gov.uk">chris.tyson@southandvale.gov.uk</a>	Cabinet member decision form

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>Thame small pool re-design project</b> Purpose: to agree the procurement route	No	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>February 2016</b>	Anna Badcock	10 Nov 2015		Chris Webb <a href="mailto:Chris.Webb@southandvale.gov.uk">Chris.Webb@southandvale.gov.uk</a>	Cabinet member decision form
<b>Thame small pool re-design project</b> Purpose: to award the contract to provide building works to re-design Thame small pool	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>February 2016</b>	Anna Badcock	19 Aug 2015		Chris Webb <a href="mailto:Chris.Webb@southandvale.gov.uk">Chris.Webb@southandvale.gov.uk</a>	Cabinet member decision form
<b>Section 106 planning obligations supplementary planning document</b> Purpose: to approve the supplementary planning document	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) <b>Not before 9 February 2016</b>	John Cotton	29 Sep 2015	Scrutiny Committee 9 February 2016	Heike Wetzstein <a href="mailto:heike.wetzstein@southandvale.gov.uk">heike.wetzstein@southandvale.gov.uk</a>	Cabinet member decision form
<b>Capital grants</b> Purpose: to award capital grants	Yes	Cabinet member for development, building control, housing and grants <b>Not before 25 February 2016</b>	Elizabeth Gillespie	26 Jan 2016		Carole Cumming <a href="mailto:carole.cumming@southandvale.gov.uk">carole.cumming@southandvale.gov.uk</a>	Cabinet member decision form
<b>March 2016 decisions</b>							
<b>Artificial turf pitch in Didcot</b> Purpose: to contribute towards the provision of an artificial turf pitch	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>March 2016</b>	Anna Badcock	29 Apr 2015		Chris Webb <a href="mailto:Chris.Webb@southandvale.gov.uk">Chris.Webb@southandvale.gov.uk</a>	Cabinet member decision form

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>Devolution deal</b> Purpose: to agree a devolution deal for Oxfordshire	Yes	Cabinet <b>March 2016</b>	John Cotton	29 Sep 2015		David Buckle <a href="mailto:david.buckle@southandvale.gov.uk">david.buckle@southandvale.gov.uk</a>	Cabinet report
<b>Leisure centre use</b> Purpose: to approve a lease with Oxfordshire County Council	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>March 2016</b>	Anna Badcock	4 Dec 2015		Kate Arnold <a href="mailto:kate.arnold@southandvale.gov.uk">kate.arnold@southandvale.gov.uk</a>	Cabinet member decision form
<b>Thame Leisure Centre</b> Purpose: to carry out refurbishment works to the wet side changing room	Yes	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>March 2016</b>	Anna Badcock	21 Oct 2015		Kate Arnold <a href="mailto:kate.arnold@southandvale.gov.uk">kate.arnold@southandvale.gov.uk</a>	Cabinet member decision form
<b>Didcot garden town programme</b> Purpose: to spend funds allocated to the Didcot garden town programme	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) <b>Not before 4 March 2016</b>	John Cotton	5 Feb 2016		Anna Robinson <a href="mailto:anna.robinson@southandvale.gov.uk">anna.robinson@southandvale.gov.uk</a>	Cabinet member decision form
<b>Didcot garden town programme</b> Purpose: to appoint a principal consultant as the lead advisor to the Didcot garden town programme	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) <b>Not before 16 March 2016</b>	John Cotton	17 Feb 2016		John Betty <a href="mailto:john.betty@southandvale.gov.uk">john.betty@southandvale.gov.uk</a>	Cabinet member decision form

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>Business rates</b> Purpose: to determine whether to join the business rates pooling distribution group	Yes	Head of Finance <b>Not before 23 March 2016</b>	Jane Murphy	23 Feb 2016		William Jacobs <a href="mailto:william.jacobs@southandvale.gov.uk">william.jacobs@southandvale.gov.uk</a>	Officer key decision form
<b>April decisions</b>							
<b>Local Plan preferred options</b> Purpose: to approve preferred options	Yes	Cabinet member for corporate strategy, and strategic policy (including the local plan) <b>April 2016</b>	John Cotton	30 Jan 2015		Sarah Barker <a href="mailto:sarah.barker@southandvale.gov.uk">sarah.barker@southandvale.gov.uk</a>	Cabinet member decision form
<b>New Didcot leisure facility</b> Purpose: to approve the consultation for a new leisure facility at Didcot	No	Cabinet member for leisure, arts, communications, health and well-being, and community safety <b>April 2016</b>	Anna Badcock	17 Dec 2015		Kate Arnold <a href="mailto:kate.arnold@southandvale.gov.uk">kate.arnold@southandvale.gov.uk</a>	Cabinet member decision form
<b>Corporate plan review</b> Purpose: to review the corporate plan and recommend its adoption to Council	No	Cabinet <b>7 April 2016</b>  Council <b>19 May 2016</b>	Will Hall	21 Jul 2015		Sally Truman <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a>	Cabinet report
<b>The Queen's 90th birthday celebration</b> Purpose: to consider options to mark The Queen's 90 <sup>th</sup> birthday	Yes	Cabinet <b>7 April 2016</b>	John Cotton	10 Feb 2016		John Backley <a href="mailto:john.backley@southandvale.gov.uk">john.backley@southandvale.gov.uk</a>	Cabinet member decision form

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
<b>Berinsfield improvement programme</b> This decision is likely to be an exempt decision – paragraph 1, 2, 3 to Schedule 12A of the Local Government Act 1972	Yes	Cabinet <b>7 April 2016</b>	John Cotton and Elizabeth Gillespie	17 Feb 2016		Anna Robinson <a href="mailto:anna.robinson@southandvale.gov.uk">anna.robinson@southandvale.gov.uk</a>	Cabinet report
<b>Additional grants for neighbourhood plans</b> Purpose: to approve an additional funding protocol for fast tracking neighbourhood plans	Yes	Cabinet <b>7 April 2016</b>	John Cotton	17 Dec 2015		Sarah Barker <a href="mailto:sarah.barker@southandvale.gov.uk">sarah.barker@southandvale.gov.uk</a>	Cabinet report
<b>Grant funding for neighbourhood planning</b> Purpose: to review and update of current grant funding for neighbourhood planning including community right to build and neighbourhood development orders	Yes	Cabinet <b>7 April 2016</b>	John Cotton	4 Jan 2016		Luke Brown <a href="mailto:luke.brown@southandvale.gov.uk">luke.brown@southandvale.gov.uk</a>	Cabinet report

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
--	------------------	---	----------------	------------------------------------	--	-----------------	---

# Cabinet Work Programme

## What is the Cabinet work programme?

The Cabinet work programme is a list of the key decisions and other planned cabinet and cabinet member decisions to be taken on behalf of the council.

## What is a key decision?

Key decisions are defined as decisions which, in the view of the relevant Strategic Director, are likely:

- to incur expenditure, make savings or to receive income of more than £75,000 or
- to award a revenue or capital grant of over £25,000 or
- to agree an action that, in the view of the relevant strategic director, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council

Officers may also include other items in this work programme on a voluntary basis that do not fit the above definition.

## What does the Cabinet work programme tell me?

The work programme gives information about:

- what key decisions and other planned cabinet and cabinet member decisions are coming forward in the next few months
- when those decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- who you can make representations to, and how
- what documents you can ask for
- who you can contact for further information

## Who takes key decisions?

Key decisions are taken by the Cabinet, individual Cabinet members or individual officers acting under delegated powers.

## Exempt or confidential decisions

This work programme gives notice of any Cabinet decisions that are likely to be considered in part of a Cabinet meeting when the public are excluded. It may become necessary during the course of a Cabinet meeting to debate an issue or make a decision in the exempt or confidential part of the meeting. However, the Cabinet must first resolve to exclude the public and give a reason for doing so under Schedule 12A of the Local Government Act 1972.

DECISION AND PURPOSE (AND REASON FOR CONFIDENTIALITY WHERE APPROPRIATE)	KEY DECISION?	DECISION MAKER AND EARLIEST DECISION DATE	CABINET MEMBER	DATE FIRST ON WORK PROGRAMME	PRINCIPAL CONSULTEES (including Committees)	CONTACT OFFICER	DOCUMENTS TO BE USED BY THE DECISION MAKER
--	------------------	---	----------------	------------------------------------	--	-----------------	---

## Who are the Cabinet members?

- [John Cotton - Leader](#) - Responsible for corporate strategy, and strategic policy (including the Local Plan)
- [Jane Murphy - Deputy Leader](#) - Responsible for finance, legal and democratic services, and licensing
- [Anna Badcock](#) - Responsible for leisure, arts, communications, health and well-being, and community safety
- [Elizabeth Gillespie](#) - Responsible for development, building control, housing and grants
- [Will Hall](#) – Responsible for the corporate plan
- [Tony Harbour](#) – Responsible for waste, food safety and environmental health
- [Lynn Lloyd](#) - Responsible for IT, HR, customer services and the corporate services project
- [Robert Simister](#) - Responsible for property, economic development, and technical services

## How do I make contact?

Each entry in the work programme indicates the names of all the relevant people to contact about that particular item. The telephone numbers for the relevant officers are listed in the individual entries. The contact details for the Cabinet members are available on the Council's website or by telephoning the Council offices on 01235 520202.

## How do I get copies of agenda papers and other relevant documents?

The agenda papers for Cabinet meetings and other relevant documents are available five working days before the meeting on the Council's website [www.southoxon.gov.uk](http://www.southoxon.gov.uk). Alternatively you can contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, South Oxfordshire District Council, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 540306, e-mail: [steve.culliford@southandvale.gov.uk](mailto:steve.culliford@southandvale.gov.uk). On occasions, the papers you request may contain exempt or confidential information. If this is the case, we will explain why it is not possible to make copies available.

## How to make representations to Cabinet

Members of the public wishing to address a meeting of the Cabinet on an issue on the agenda should notify the Head of Legal and Democratic Services by noon on the day before the meeting. Please contact Steve Culliford, Democratic Services Officer, Legal and Democratic Services, South Oxfordshire District Council, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB, tel: 01235 540306, e-mail: [steve.culliford@southandvale.gov.uk](mailto:steve.culliford@southandvale.gov.uk).